

# PHA Plans

Annual Plan for Fiscal Year 2005

**Housing Authority of Riviera Beach**

**Riviera Beach, Florida**

**NOTE: THIS PHA PLANS TEMPLATE (HUD 50075) IS TO BE COMPLETED IN  
ACCORDANCE WITH INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES**

**PHA Plan  
Agency Identification**

**PHA Name:** Riviera Beach Housing Authority  
Riviera Beach, Florida

**PHA Number:** FL076

**PHA Fiscal Year Beginning:** October 1, 2005

**Public Access to Information**

**Information regarding any activities outlined in this plan can be obtained by contacting: (select all that apply)**

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☐ PHA local offices

**Display Locations For PHA Plans and Supporting Documents**

The PHA Plans (including attachments) are available for public inspection at: (select all that apply)

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☐ PHA local offices
- ☐ Main administrative office of the local government
- ☐ Main administrative office of the County government
- ☐ Main administrative office of the State government
- ☐ Public library
- ☐ PHA website
- ☐ Family Investment Center Office

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- ☒ Main business office of the PHA
- ☐ PHA development management offices

**Annual PHA Plan**  
**PHA Fiscal Year 2005**

[24 CFR Part 903.7]

**i. Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

☐ **Standard Plan**

**Streamlined Plan:**

- ☐ **High Performing PHA**
- ☐ **Small Agency (<250 Public Housing Units)**
- ☐ **Administering Section 8 Only**

☒ **Troubled Agency Plan**

**ii. Executive Summary of the Annual PHA Plan**

[24 CFR Part 903.7 9 (r)]

Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

The focus of the fiscal year 2005 Annual Plan for the Riviera Beach Housing Authority (RBHA) will be to continue improvement of PHAS and SEMAP scores and ensure that the Agency is removed from the HUD "troubled list" for the Public Housing and Section 8 Voucher Programs. The process started by contracting out the administration of the Section 8 Housing Voucher program on April 1, 2005 with the West Palm Beach Housing Authority (WPBHA). The WPBHA is responsible for completing tasks listed in our corrective action plan (CAP) developed in concert with the WPBHA to cure deficiencies identified in the SEMAP assessment for FY 2004. The Miami Field Office on April 14, 2005, accepted the 41 tasks. The Section 8 administrative contract will be performance based and reviewed annually prior to contract renewal.

The public housing program has been reduced in scope from 150 units to 50 units as a result of two natural disasters in September 2004. Hurricanes Jeanne and Frances caused flooding and water damage to the family units. Relocation of 80 families to private housing was completed in December 2004. Each family is currently assisted with Hurricane Vouchers.

Although the Recovery Team had planned to rehabilitate the Ivey Green Development beginning in 2004, the recent natural disasters have redirected our efforts to pursue the disposition and demolition of the 100 family units. Our strategy is to retain the senior housing units (50) as a separate development owned and operated by the Riviera Beach Housing Authority. Substantial rehabilitation of the 50 senior units will be accomplished with capital funds used to leverage revenue bonds and/or other sources of HUD capital improvement funding. A new roof, key less door entry system and upgraded fire alarm system

were installed during FY 2004. Remaining improvements will be substantial rehabilitation of all interior units and landscaping.

Litigation will be filed against the Rivera Beach Housing Corporation and any other potential claimants in order to “quiet title” for transfer of the deed to the Riviera Beach Housing Authority. Quieting of title must be done in order that the Rivera Beach Housing Authority can record a deed of trust with HUD and proceed with submission of a demolition application. A demolition/disposition application will be submitted to HUD no later than October 2005 for disposal of the 100 unit family site to a nonprofit housing corporation. The nonprofit board of commissioners and/or the HUD Recovery Team will govern the nonprofit housing corporation

Redevelopment of the family site is proposed for 108 townhouse rental units, 58 townhouse homeownership units and 50 senior units (existing). A portion of the homeownership units will be sold to Section 8 Voucher program participants. The remainder will be sold to conventional mortgage holders and a number of homes will be sold using local affordable housing programs for down payment and counseling assistance. The Recovery Team has contracted with LISC for technical support in preparing a development proposal, to be used to obtain HUD approval for disposition and demolition of the Ivey Green family units. LISC will also assist in securing tax-credit financing and/or financing with the National Equity Fund.

In FY 2005, the RBHA will expand our services to the senior households by providing programs from the Palm Beach and City of Riviera Beach senior service coalitions. Senior programs will be made available in the public housing administrative office as was done in FY 2004. The project manger will perform will be supported by the HUD recovery team and financial service from the West Palm Beach Housing Authority.

Programs at the Youth Center will be suspended in August 2005. A decision to restore the youth and day care programs will be made as construction of the 216-development progresses. We will establish an advisory board comprising former residents of the Ivey Green family units, local government and local service agencies to assist the nonprofit development corporation.

### **iii. Annual Plan Table of Contents**

[24 CFR Part 903.7 9 (r)]

Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

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### Attachments

Indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

Use this section to provide any additional attachments referenced in the Plans.

Attachment A (fl076a01) Capital Fund Program 5-Year Action Plan

Attachment B (fl076b01) FY 2005 Capital Fund Program Annual Statement

Attachment C (fl076c01) FY 2005 Capital Fund Emergency Funding

Attachment D (fl076d01) Annual Statement/Performance and Evaluation Reports  
FY 2001, FY 2002, FY 2003

Attachment E (fl076e01) Deconcentration and Income Mixing Certification

Attachment F (fl076f01) Resident Council Comments

Attachment G fl076f01) Section 8 Capacity Statement

### Supporting Documents Available for Review

Indicate which documents are available for public review by placing a mark in the "Applicable & On Display" column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources Statement and Operating Budget for FY 2002 approved by TARC on 03/03.
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies. Revised 03/03
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies. Revised 03/03
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies. Revised 03/03
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy	Annual Plan: Revise Rent Determination Policy. Revised 03/03
	Schedule of flat rents offered at each public housing development <input type="checkbox"/> Check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
X	Public housing grievance procedures <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
N/A	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
N/A	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
N/A	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
X	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
N/A	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
X	Policies governing any Section 8 Homeownership program <input checked="" type="checkbox"/> Check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
X	Troubled PHAs: MOA/Recovery Plan	MOU with TARC and City of Riviera Beach
N/A	Other supporting documents (optional) (List individually; use as many lines as necessary)	(Monthly Summary Progress Reports to TARC)

# **1. Statement of Housing Needs**

[24 CFR Part 903.7 9 (a)]

The RBHA has reviewed the Consolidated Plan for Palm Beach County 2000-2005, and all information included in the RBHA Five-Year Plan and Annual Summary are consistent with the goals and objective of the referenced document.

## **A. Housing Needs of Families in the Jurisdiction/s Served by the PHA**

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the "Overall" Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being "no impact" and 5 being "severe impact." Use N/A to indicate that no information is available upon which the PHA can make this assessment.

<b>Housing Needs of Families in the Jurisdiction by Family Type</b>							
Family Type	Overall	Afford- ability	Supply	Quality	Access- ability	Size	Locatio n
Income <= 30% of AMI	69	5	5	5	3	3	4
Income >30% but <=50% of AMI	52	5	5	5	3	3	4
Income >50% but <80% of AMI	86	5	5	4	3	3	3
Elderly	N/A						
Families with Disabilities	N/A						
Race/Ethnicity Caucasian	N/A						
Race/Ethnicity African-American	N/A						

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- ☒ Consolidated Plan of the Jurisdiction/s  
Indicate year: 2000 - 2005
- ☒ U.S. Census data: the Comprehensive Housing Affordability Strategy  
("CHAS") dataset
- ☒ Other housing market study  
Indicate year: 2001
- ☒ Other sources: HUD income limits for Palm Beach County effective 3-9-02

## **B. Housing Needs of Families on the Public Housing and Section 8 Tenant- Based Assistance Waiting Lists**

State the housing needs of the families on the PHA's waiting list/s. **Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.



Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/>	Section 8 tenant-based assistance		
<input checked="" type="checkbox"/>	Public Housing		
<input type="checkbox"/>	Combined Section 8 and Public Housing		
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, identify which development/sub jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	27	100	2
Extremely low income <=30% AMI	0	0	
Very low income (>30% but <=50% AMI)	7	100	
Low income (>50% but <80% AMI)	0	0	
Families with children	7	100	
Elderly families	0	0	
Families with Disabilities	1	14	
Race/ethnicity African-American	7	100	
Race/ethnicity Hispanic	0	0	
Race/ethnicity Caucasian	0	0	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	0	0	
2 BR	Suspended	N/A	
3 BR	Suspended	N/A	
4 BR	Suspended	N/A	
5 BR			
5+ BR			

### Housing Needs of Families on the Waiting List

Is the waiting list closed (select one)? ☒ No ☐ Yes

If yes:

How long has it been closed (# of months)?

Does the PHA expect to reopen the list in the PHA Plan year? ☐ No ☐ Yes

Does the PHA permit specific categories of families onto the waiting list, even if generally closed? ☐ No ☒ Yes Elderly

### C. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/>	Section 8 tenant-based assistance		
<input type="checkbox"/>	Public Housing		
<input type="checkbox"/>	Combined Section 8 and Public Housing		
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, identify which development/sub-jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	120	100	
Extremely low income <=30% AMI	0	0%	
Very low income (>30% but <=50% AMI)	120	100%	
Low income (>50% but <80% AMI)	0	0%	
Families with children	97	81%	
Elderly families	4	3%	
Families with Disabilities	11	9%	
Race/ethnicity African-American	117	98%	
Race/ethnicity Hispanic	0	0%	
Race/ethnicity Caucasian	3	3%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)? 24 Months			
Does the PHA expect to reopen the list in the PHA Plan year? <input checked="" type="checkbox"/> No			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" type="checkbox"/> No			

On April 1, 2005 the Riviera Beach HA contracted with West Palm Beach Housing Authority for total administration of the Section 8 Housing Voucher Program. The 18-month contract will permit the recovery team to focus on redevelopment of the Ivey Green family site and assure that the RBHA will be removed from the Section 8 troubled list.

The Recovery Team will request demolition and disposition of the family site and propose new construction of town homes for both rental and homeownership. Homeownership will be approached using Section 8 Vouchers, Conventional financing and local affordable housing programs.

### **(1) Strategies**

**Need: Shortage of affordable housing for all eligible populations**

**Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:**

Select all that apply

- ☒ Seek designation of the senior units for elderly occupancy
- ☒ Employ effective maintenance and management policies to minimize the number of public housing units off-line
- ☒ Reduce turnover time for vacated public housing units
- ☒ Reduce time to renovate public housing units
- ☐ Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of the unit size required.(delete)

**Strategy 2: Increase the number of affordable housing units by:**

Select all that apply

- ☒ Apply for additional Section 8 vouchers should they become available
- ☒ Continue to leverage affordable housing resources in the community through the creation of mixed-finance housing
- ☒ Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- ☐ Improve Systems and Resource usage so that more existing units are available for occupancy (delete)

**Need: Specific Family Types: Families at or below 30% of median**

**Strategy 1: Target available assistance to families at or below 30 % of AMI**

Select all that apply

- ☒ Increase marketing campaign to target families that meet these requirements

**Need: Specific Family Types: Families at or below 50% of median**

**Strategy 1: Target available assistance to families at or below 50% of AMI**

Select all that apply

- ☒ Increase marketing campaign to target families that meet these requirements

**Need: Specific Family Types: The Elderly**

**Strategy 1: Target available assistance to the elderly:**

Select all that apply

- ☒ Develop marketing strategy to attract more eligible elderly families
- ☒ Apply for special-purpose vouchers targeted to the elderly, should they become available and the waiting list indicates a need.
- ☐ Pursue designation for elderly housing if waiting list determines a quantifiable need during the Fiscal Year.(delete)

**Need: Specific Family Types: Families with Disabilities**

**Strategy 1: Target available assistance to Families with Disabilities:**

Select all that apply

- ☒ Implement the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing.
- ☒ Apply for special-purpose vouchers targeted to families with disabilities, should they become available if the waiting list demonstrates a need.
- ☐ Affirmatively market to local non-profit agencies that assist families with disabilities.
- ☒ Encourage joint ventures with non-profit providers of services and housing for the disabled to provide additional housing for the disabled.

**Need: Specific Family Types: Races or ethnicities with disproportionate housing needs**

**Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:**

Select if applicable

- ☐ Affirmatively market to races/ethnicities shown to have disproportionate housing needs

**Strategy 2: Conduct activities to affirmatively further fair housing**

Select all that apply

- ☒ Counsel Section 8 (Housing Choice Voucher) tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units

- ☒ Market the Section 8 (Housing Choice Voucher) program to owners outside of areas of poverty/minority concentrations.

**Other Housing Needs & Strategies: (list needs and strategies below)**

**(2) Reasons for Selecting Strategies**

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- ☒ Funding constraints  
☒ Staffing constraints  
☒ Limited availability of sites for assisted housing  
☒ Extent to which particular housing needs are met by other organizations in the community  
☒ Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA  
☒ Influence of the housing market on PHA programs  
☒ Community priorities regarding housing assistance  
☒ Results of consultation with local or state government  
☒ Results of consultation with residents and the Resident Advisory Board  
☒ Results of consultation with advocacy groups

**2. Statement of Financial Resources**

[24 CFR Part 903.7 9 (b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2005 grants)</b>		
a) Public Housing Operating Fund	\$375,527	
b) Public Housing Capital Fund	\$245,000	
c) Public Housing Emergency Capital Fund Disaster	\$104,317	
d) Annual Contributions for Section 8 Tenant-Based Assistance	\$3,088,383	
e) Public Housing Drug Elimination Program (including any Technical Assistance funds)	\$0	
f) Family Self-Sufficiency Grants to include Homeownership (FSS)	\$80,000 (estimated as received in FY 02)	
g) Community Development Block Grant	\$0	
h) HOME	\$0	
Other Federal Grants (list below)	\$0	
Head start-program suspended	\$00	PH Daycare and Childcare Center
CSC-program suspended	\$00	PH Daycare and Childcare Center
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
	None	
<b>3. Public Housing Dwelling Rental Income</b>	<b>\$239,196</b>	PH Operations
<b>4. Other income (list below)</b>		
Resident "other income"	\$500	Residents Services
<b>4. Non-federal sources (list below)</b>		
<b>Total resources</b>	<b>\$4,892,310</b>	

### **3. PHA Policies Governing Eligibility, Selection, and Admissions**

[24 CFR Part 903.7 9 (c)]

#### **A. Public Housing**

Exemptions: PHAs that do not administer public housing are not required to complete subcomponent 3A.

##### **(1) Eligibility**

a. When does the PHA verify eligibility for admission to public housing? (Select all that apply)

☐

When families approach number 10 on the waiting list

☒

When families are within a certain time of being offered a unit: (60 days)

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

☒

Criminal or Drug-related activity

☒

Rental history

☒

Housekeeping

☒

Credit History

☒

Verity of Application

☒

Ability to comprehend and understand the lease

☒

Successful completion of pre-occupancy training

c. ☒ Yes: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

d. ☒ Yes: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

e. ☒ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (Either directly or through an NCIC-authorized source)

##### **(2)Waiting List Organization**

a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)

☒

Community-wide lists

☐

Sub-jurisdictional lists

☐

Site-based waiting lists

☐

Other (describe)

b. Where may interested persons apply for admission to public housing?

☒

PHA main administrative office

☒

PHA development site management office

c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection **(3) Assignment**



1. How many site-based waiting lists will the PHA operate in the coming year?
2. ☐ Yes ☐ No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?  
If yes, how many lists?
3. ☐ Yes ☐ No: May families be on more than one list simultaneously  
If yes, how many lists?
4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?
  - ☐ PHA main administrative office
  - ☐ All PHA development management offices
  - ☐ Management offices at developments with site-based waiting lists
  - ☐ At the development to which they would like to apply
  - ☐ Other (list below)

### **(3) Assignment**

- a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (Select one)
  - ☒ Two
- b. ☒ Yes, This policy is consistent with waiting list types.
- c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

### **(4) Admissions Preferences**

- a. Income targeting:

☒ **No:** Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?

- b. Transfer policies:

In what circumstances will transfers take precedence over new admissions? (list below)

- ☒ Emergencies
- ☒ Over housed
- ☒ Under housed
- ☒ Medical justification
- ☒ Administrative reasons determined by the PHA (e.g., to permit modernization work)
- ☒ Resident choice: (state circumstances below)
  - \*Hardship
- ☒ Reasonable accommodation for disability

- c. Preferences

1. ☒ Yes: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If “no” is selected, skip to subsection **(5) Occupancy**)
2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

- ☒ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☒ Substandard housing
- ☒ Homelessness
- ☒ High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans’ families
- ☐ Residents who live and/or work in the jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a “1” in the space that represents your first priority, a “2” in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use “1” more than once, “2” more than once, etc.

1 Date and Time

Former Federal preferences:

- 1 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- 2 Substandard housing
- 3 Homelessness
- 4 High rent burden

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans’ families
- ☐ Residents who live and/or work in the jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)

- ☐ Those previously enrolled in educational, training, or upward mobility programs
  - ☐ Victims of reprisals or hate crimes
  - ☐ Other preference(s) (list below)
4. Relationship of preferences to income targeting requirements:
- ☐ The PHA applies preferences within income tiers
  - ☒ Not applicable: the pool of applicant families ensures that the PHA will meet income-targeting requirements

#### **(5) Occupancy**

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- ☒ The PHA-resident lease
- ☒ The PHA's Admissions and (Continued) Occupancy policy
- ☒ PHA briefing seminars or written materials
- ☒ Resident Council Meetings

b. How often must residents notify the PHA of changes in family composition? (Select all that apply)

- ☐ At an annual reexamination and lease renewal
- ☒ Any time family composition changes
- ☒ At family request for revision
- ☐ Other (list)

#### **(6) Deconcentration and Income Mixing**

a. ☒ No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?

**The RBHA only has one development, but efforts will be made to increase the income level of the families in Ivey Green Village.**

b. ☐ No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?

c. If the answer to b was yes, what changes were adopted? (Select all that apply)

- ☐ Adoption of site based waiting lists  
If selected, list targeted developments below:
- ☐ Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments  
If selected, list targeted developments below:
- ☐ Employing new admission preferences at targeted developments  
If selected, list targeted developments below:
- ☐ Other (list policies and developments targeted below)

d. ☒ No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?

e. If the answer to d was yes, how would you describe these changes? (select all that apply)

- ☐ Additional affirmative marketing
- ☐ Actions to improve the marketability of certain developments
- ☐ Adoption or adjustment of ceiling rents for certain developments
- ☐ Adoption of rent incentives to encourage deconcentration of poverty and income mixing
- ☐ Other (list below)

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)

- ☐ Not applicable: results of analysis did not indicate a need for such efforts
- ☐ List (any applicable) developments below:

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)

- ☐ Not applicable: results of analysis did not indicate a need for such efforts
- ☐ List (any applicable) developments below:

## B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

### (1) Eligibility

a. What is the extent of screening conducted by the PHA? (Select all that apply)

- ☒ Criminal or drug-related activity only to the extent required by law or regulation
- ☒ Criminal and drug-related activity, more extensively than required by law or regulation
- ☒ More general screening than criminal and drug-related activity (list factors below)

b. ☒ Yes: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

c. ☒ Yes: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

- d. ☒ Yes: Does the PHA access FBI criminal records from the FBI for screening purposes? (Either directly or through an NCIC-authorized source, These records are accessed from the Palm Beach County Sheriff's Department if applicable. )
- e. Indicate what kinds of information you share with prospective landlords? (Select all that apply)
- ☒ Criminal or drug-related activity: The landlord will be notified that the prospective tenant is eligible or non-eligible based on criminal history. The landlord will also be notified when a tenant has violated the RBHA Rules of Tenancy Policies including, "One-Strike".
- ☒ Tenant history of violations of program or policies, i.e. non payment of rent, damage to unit, termination/reinstatements

## **(2) Waiting List Organization**

- a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (Select all that apply)
- ☒ None
- ☐ Federal public housing
- ☐ Federal moderate rehabilitation
- ☐ Federal project-based certificate program
- ☐ Other federal or local program (list below)
- b. Where may interested persons apply for admission to section 8 tenant-based assistance? (Select all that apply)
- ☒ PHA main administrative office
- ☒ Other (list below)

West Palm Beach Housing Authority Section8 Office

## **(3) Search Time**

- a. ☒ **YES** Does the PHA give extensions on standard 60-day period to search for a unit?

If yes, state circumstances below:

**Up to 2 (30-day) extensions will be granted if the applicant has exercised due diligence in his or her housing search, death in family or in the case of prolonged illness.**

## **(4) Admissions Preferences**

- a. Income targeting

☒ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?

b. Preferences

1 ☒ Yes: Has the PHA established preferences for admission to section 8 tenant-based assistance? (Other than date and time of application) (If no, skip to subcomponent)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (Select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

- ☒ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☒ Substandard housing
- ☒ High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- ☒ Working families living in Riviera Beach, Palm Beach County & not living in Palm Beach County
- ☐ Veterans and veterans' families
- ☐ Residents who live and/or work in your jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

1      Date and Time

Former Federal preferences

- 1      Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- 2      Substandard housing
- 2      Homelessness
- 3      High rent burden

Other preferences (select all that apply)

- ☒ Working families (1)
- ☐ Veterans and veterans' families

- ☐ Residents who live and/or work in your jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)

- ☒ Date and time of application
- ☐ Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for “residents who live and/or work in the jurisdiction” (select one)

- ☐ This preference has previously been reviewed and approved by HUD
- ☒ The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)

- ☐ The PHA applies preferences within income tiers
- ☒ Not applicable: the pool of applicant families ensures that the PHA will meet income-targeting requirements

#### **(5) Special Purpose Section 8 Assistance Programs**

a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)

- ☒ The Section 8 Administrative Plan
- ☐ Briefing sessions and written materials
- ☐ Other (list below)

b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?

- ☐ Through published notices
- ☐ Other (list below)
- ☐ \* ISS Office

#### **4. PHA Rent Determination Policies**

[24 CFR Part 903.7 9 (d)]

##### **A. Public Housing**

Exemptions: PHAs that do not administer public housing are not required to complete sub-component 4A.

### **(1) Income Based Rent Policies**

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

#### a. Use of discretionary policies: (select one)

- ☒ The PHA will not employ any discretionary rent-setting policies for income based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

#### b. Minimum Rent

##### 1. What amount best reflects the PHA's minimum rent? (select one)

- ☐ \$0  
☐ \$1-\$25  
☒ \$26-\$50

##### 2. ☒ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

##### 3. If yes to question 2, list these policies below:

#### c. Rents set at less than 30% than adjusted income

##### 1. ☒ No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

##### 2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

#### d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

- ☐ For the earned income of a previously unemployed household member  
☐ For increases in earned income  
☐ Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

- ☐ Fixed percentage (other than general rent-setting policy)  
If yes, state percentage/s and circumstances below:

- ☐ For household heads  
☐ For other family members  
☐ For transportation expenses  
☐ For the non-reimbursed medical expenses of non-disabled or non-elderly families  
☐ Other (describe below)

#### e. Ceiling rents



1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)

- ☐ Yes for all developments
- ☐ Yes but only for some developments
- ☒ No

2. For which kinds of developments are ceiling rents in place? (select all that apply)

- ☐ For all developments
- ☐ For all general occupancy developments (not elderly or disabled or elderly only)
- ☐ For specified general occupancy developments
- ☐ For certain parts of developments; e.g., the high-rise portion
- ☐ For certain size units; e.g., larger bedroom sizes
- ☐ Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

- ☐ Market comparability study
- ☐ Fair market rents (FMR)
- ☐ 95<sup>th</sup> percentile rents
- ☐ 75 percent of operating costs
- ☐ 100 percent of operating costs for general occupancy (family) developments
- ☐ Operating costs plus debt service
- ☐ The "rental value" of the unit
- ☐ Other (list below)

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

- ☐ Never
- ☐ At family option
- ☒ Any time the family experiences an income increase or decrease the resident has ten days to report the change.
- ☐ Any time a family experiences an income increase above a threshold amount or percentage:
- ☐ Other (list below)

g ☒ No: Does the PHA plan to implement individual savings accounts for residents (ISA's) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

## **(2) Flat Rents**

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

- ☐ The section 8 rent reasonableness study of comparable housing  
☐ Survey of rents listed in local newspaper  
☐ Survey of similar unassisted units in the neighborhood  
☐ Other (list/describe below)  
Fair Market Value real state assessments

## **B. Section 8 Tenant-Based Assistance**

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

### **(1) Payment Standards**

Describe the voucher payment standards and policies.

- a. What is the PHA's payment standard? (select the category that best describes your standard)

- ☐ At or above 90% but below 100% of FMR  
☒ 100% of FMR  
☐ Above 100% but at or below 110% of FMR  
☐ Above 110% of FMR (if HUD approved; describe circumstances below)

- b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)

- ☐ FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area  
☐ The PHA has chosen to serve additional families by lowering the payment standard  
☐ Reflects market or submarket  
☐ Other (list below)

- c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)

- ☐ FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area  
☐ Reflects market or submarket  
☐ To increase housing options for families  
☐ Other (list below)

- d. How often are payment standards reevaluated for adequacy? (select one)

- ☒ Annually  
☐ Other (list below)

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

- ☐ Success rates of assisted families  
☒ Rent burdens of assisted families  
☒ Other (list below) Economic solvency of the RBHA Section 8 Program

## **(2) Minimum Rent**

a. What amount best reflects the PHA's minimum rent? (select one)

- ☐ \$0  
☐ \$1-\$25  
☒ \$26-\$50

b. ☒ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

## **5. Operations and Management**

[24 CFR Part 903.7 9 (e)]

### **A. PHA Management Structure**

Describe the PHA's management structure and organization.

(select one)

- ☒ The RBHA currently has support from the HUD recovery Team (7HUD staff), one- Public Housing Manager, and two (2) Maintenance personnel. The Section 8 Program is administered by contract..

### **B. HUD Programs Under PHA Management**

List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use "NA" to indicate that the PHA does not operate any of the programs listed below.)

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	50	5%
Section 8 Vouchers	477	10%
Section 8 Certificates	0	0%
Section 8 Mod Rehab		
Special Purpose Section 8 Certificates/Vouchers (list individually)	N/A	
Public Housing Drug Elimination Program (PHDEP)	0	0%
Other Federal Programs(list individually)		
FSS Program	25	5%

### C. Management and Maintenance Policies

List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

- (1) RBHA Public Housing Policies and Procedures Manual
- (2) RBHA Section 8 Administrative Plan
- (3) RBHA Pet Policy
- (4) Preventive Maintenance Policy and Procedures

### 6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

Exemptions from component 6: High performing PHAs are not required to complete component 6. Section 8-Only PHAs are exempt from sub-component 6A.

#### A. Public Housing

1. ☒ No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)

- ☒ PHA main administrative office  
☐ PHA development management offices  
☐ Other (list below)

#### B. Section 8 Tenant-Based Assistance

1. ☒ Yes Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list additions to federal requirements below:

**The PHA will incorporate additional informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 program during the upcoming fiscal year. The procedures will be submitted to the Board of Commissioners and TARC for approval prior to implementation.**

2. Which PHA office should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)

☒ PHA main administrative office

## **7. Capital Improvement Needs**

[24 CFR Part 903.7 9 (g)]

Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8.

### **A. Capital Fund Activities**

Exemptions from sub-component 7A: PHAs that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

#### **(1) Capital Fund Program Annual Statement**

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template **OR**, at the PHA's option, by completing and attaching a properly updated HUD-52837.

Select one:

☒ The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment A (fl076b01)

#### **(2) Optional 5-Year Action Plan**

Agencies are encouraged to include a 5-Year Action Plan covering capital work items. This statement can be completed by using the 5 Year Action Plan table provided in the table library at the end of the PHA Plan template **OR** by completing and attaching a properly updated HUD-52834.

a. ☒ Yes: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund? (if no, skip to sub-component 7B)

b. if yes to question a, select one:

☒ The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment B (fl076a01)

### **B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)**

Applicability of sub-component 7B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

- ☒ No: a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)  
b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name:
2. Development (project) number:
3. Status of grant: (select the statement that best describes the current status)
  - ☐ Revitalization Plan under development
  - ☐ Revitalization Plan submitted, pending approval
  - ☐ Revitalization Plan approved
  - ☐ Activities pursuant to an approved Revitalization Plan underway

☒ No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?

If yes, list development name/s below:

☒ **YES:** d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?

If yes, list developments or activities below:

☒ No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?

If yes, list developments or activities below:

## **8. Demolition and Disposition**

[24 CFR Part 903.7 9 (h)]

Applicability of component 8: Section 8 only PHAs are not required to complete this section.

**1. X YES:** Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If “No”, skip to component 9; if “yes”, complete one activity description for each development.)

### 2. Activity Description

☒ No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 9. If “No”, complete the Activity Description table below.)

<b>Demolition/Disposition Activity Description</b>
1a. Development name:
1b. Development (project) number:
2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission: <b>(10/01/05)</b>
5. Number of units affected:

6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: 10/01/05 b. Projected end date of activity: 06/01/06

**9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities**

[24 CFR Part 903.7 9 (i)]

Exemptions from Component 9; Section 8 only PHAs are not required to complete this section.

- 1 ☒.: **Yes** Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If “No”, skip to component 10. If “yes”, complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

**If the waiting list for elderly units and a market analysis supports and substantiates a need for designated elderly housing, the RBHA will apply for the designation within FY2004.**

2. Activity Description

- ☒ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If “yes”, skip to component 10. If “No”, complete the Activity Description table below.

Designation of Public Housing Activity Description
1a. Development name: Ivey Green Village
1b. Development (project) number: FL14PO7650100
2. Designation type: Occupancy by only the elderly <input checked="" type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one) Approved; included in the PHA's Designation Plan <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/> <b>If waiting list supports</b>
4. Date this designation approved, submitted, or planned for submission: 05/30/05

5. If approved, will this designation constitute a (select one) <input checked="" type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 50 7. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development (High Rise Building Only) <input type="checkbox"/> Total development

## **10. Conversion of Public Housing to Tenant-Based Assistance**

[24 CFR Part 903.7 9 (j)]

Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

### **A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 HUD Appropriations Act**

1. ☒ No: Have any of the PHA's developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If "No", skip to component 11; if "yes", complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)
2. Activity Description  
☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If "yes", skip to component 11. If "No", complete the Activity Description table below.

<b>Conversion of Public Housing Activity Description</b>
1a. Development name:
1b. Development (project) number:
2. What is the status of the required assessment? <input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)
4. Status of Conversion Plan (select the statement that best describes the current status) <input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway
5. Description of how requirements of Section 202 are being satisfied by means other



than conversion (select one)

- ☐ Units addressed in a pending or approved demolition application (date submitted or approved:
- ☐ Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: )
- ☐ Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: )
- ☐ Requirements no longer applicable: vacancy rates are less than 10 percent
- ☐ Requirements no longer applicable: site now has less than 300 units
- ☐ Other: (describe below)

## **B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937**

## **C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937**

### **11. Homeownership Programs Administered by the PHA**

[24 CFR Part 903.7 9 (k)]

The RBHA currently does have a homeownership program administered by the RBHA. Strategies are currently being reviewed to leverage public and private partnerships with the intent of providing homeownership options including, the construction of thirty-single family homes and down payment assistance. The FSS program does target Housing Choice Voucher and conventional families and for homeownership participants. This FSS program does include escrow accounts.

#### **A. Public Housing**

Exemptions from Component 11A: Section 8 only PHAs are not required to complete 11A.

1. ☒ No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z-4). (If “No”, skip to component 11B; if “yes”, complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)
2. Activity Description  
☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing

Asset Management Table? (If “yes”, skip to component 12. If “No”, complete the Activity Description table below.)

Public Housing Homeownership Activity Description (Complete one for each development affected)
1a. Development name: 1b. Development (project) number:
2. Federal Program authority: <input type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) <input type="checkbox"/> Approved; included in the PHA’s Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)
5. Number of units affected: 6. Coverage of action: (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

## B. Section 8 Tenant Based Assistance

1. ☒ Yes: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If “No”, skip to component 12; if “yes”, describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

**1. Program Description: The RBHA has contracted with the West Palm Beach HA and who will administer a Section 8 Home ownership program for the RBHA.**

a. Size of Program

- ☒ Yes: Will the PHA limit the number of families participating in the section 8 homeownership option?

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

- ☐ 25 or fewer participants
- ☐ 26 - 50 participants
- ☒ 51 to 100 participants
- ☐ more than 100 participants

b. PHA-established eligibility criteria

**X No: Will the PHA's program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?**

**If yes, list criteria below**

## **12. PHA Community Service and Self-sufficiency Programs**

[24 CFR Part 903.7 9 (1)]

Exemptions from Component 12: High performing and small PHAs are not required to complete this component. Section 8-Only PHAs are not required to complete sub-component C.

### **A. PHA Coordination with the Welfare (TANF) Agency**

1. Cooperative agreements:

- ☒ Yes: Has the PHA entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed? 01-01-98

2. Other coordination efforts between the PHA and TANF agency (select all that apply)

- ☒ Client referrals
- ☒ Information sharing regarding mutual clients (for rent determinations and otherwise)
- ☒ Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
- ☒ Jointly administer programs
- ☒ Partner to administer a HUD Welfare-to-Work voucher program
- ☒ Joint administration of other demonstration program
- ☒ Small grants for on-site child care provisions

### **B. Services and programs offered to residents and participants**

#### **(1) General**

a. Self-Sufficiency Policies

Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas? (select all that apply)

- ☒ Public housing rent determination policies
- ☒ Public housing admissions policies

☒ Section 8 admissions policies

- ☐ Preference in admission to section 8 for certain public housing families
- ☐ Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
- ☐ Preference/eligibility for public housing homeownership option participation
- ☐ Preference/eligibility for section 8 homeownership option participation
- ☐ Other policies (list below)

b. Economic and Social self-sufficiency programs

- ☒ **NO:** Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If “yes”, complete the following table; if “no” skip to sub-component 2, Family Self-Sufficiency Programs. The position of the table may be altered to facilitate its use. )

**THE RBHA does utilize a comprehensive system of service providers that offers self-sufficiency initiatives. A complete listing of these agencies/organizations and the services they provide is included as supporting documentation. All residents of public housing and Section 8 are eligible to participate in any of the services offered. Access to these services is available through the FSS Coordinator, Director of Resident Services, and Housing Choice Voucher Administrator.**

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
Ivey Green Youth Center	83	School Age	Resident Service Office	Both
Ivey Green Village Comprehensive Child Care	36	3-5 year olds	Resident Service Office	Both
Early Head Start	22	0-3 year olds	Resident Service Office	Both
Lost Tree	100	All ages	Resident Service Office	Both
The Healing and Creative Art Center	100	All Ages	Resident Service Office	Both
Strengthening Fathers and Families	83	School Age	Resident Service Office	Public Housing
Palm Beach County Senior Aid Prgm	144	Elderly	Resident Service Office	Public Housing
Comprehensive Aids Program	100	All	Resident Service Office	Both
Palm Beach County Literary Council	100	All	Resident Service Office	Both
Caring Foundation	80	All	Resident Service Office	Both
Palm Beach County AIDS Program	10	55-65	Resident Service Office	Both
WXEL42 First Book Reading Program	100	All	Resident Service Office	Both
Focus on Promise	100	All	Resident Service Office	Both

**(2) Family Self Sufficiency program/s**

a. Participation Description

<b>Family Self Sufficiency (FSS) Participation</b>		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing	Voluntary	3 as of 5/01/02
Section 8	50	49 as of 6/30/03

- b. ☐ Yes ☐ No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size?  
If no, list steps the PHA will take below:

### C. Welfare Benefit Reductions

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)
- ☒ Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
  - ☒ Informing residents of new policy on admission and reexamination
  - ☒ Actively notifying residents of new policy at times in addition to admission and reexamination.
  - ☒ Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
  - ☒ Establishing a protocol for exchange of information with all appropriate TANF agencies
  - ☒ Resident Council Meetings

### D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937

As a result of the Quality Housing and Work Responsibility Act (QHWRA) passed by Congress in 1988, and the FY 2003 Omnibus Appropriations Act signed into law by the President on February 20, 2003 mandates that HUD implements and enforces the community service requirement for all non-exempt adult (ages 18 years and older), public housing residents to participate in eight (8) hours of community service and/or economic self-sufficiency activities per month.

The RBHA is complying with the requirement by classifying the following persons as exempt from this requirement if verified by the Housing Authority:

- 1). Is 62 years of age or older;
- 2). Is a blind or disabled individual defined under section 216 (i) (1) or 1614 of the Social Security Act (42 USC 416 (i) (1); 1382c) and who is unable to comply with this section, or is a primary caretaker of such individual;

3). Is engaged in a work activity (as such term is defined in section 407 (d) of the Social Security Act (42 USC 607

(d), as in effect on and after July 1,1997);

4). Meets the requirement for being exempted from having to engaged in work activity under the state program fund i.e. TANF (welfare program) under part a of title IV of the Social Security Act ( 42 USC 601 et seg.) or under any other welfare program of the state in which the public housing agency is located, including a state- administered welfare to- work program; or

5). Is in a family receiving assistance under a state program funded under part a or title IV of the social security act (42 USC 601 et seg) or under any other welfare program of the state in which public housing agency is located, including a state administered welfare-to-work program and has not been found by the state or other administering entity to be in non-compliance with such program.

Community service meetings were held to inform all residents of the requirement. All residents will be required to sign a new lease or lease addendum which will stipulate the conditions and for compliance with this requirement. Each adult member of the household will be provided with a copy of the community service policy, a list of pre-approved activities and programs, and a certification form. Each year, not less than 30 days prior to the end of the 12-month lease term you will be required to submit all documentation certifying your compliance with the community service program.

If a resident fails to comply with the requirement and provide the required documentation your lease will not be renewed. At the time of review and determination of non- compliance, the Housing Authority will offer the resident one chance to remedy the situation. Partnership agreements have been established with the Workforce Development Office to assist with the placement and monitoring of this component. The Community Service Initiative for the RBHA is as follows:

#### **SERVICE REQUIREMENT**

As a condition of the program initiative, each adult resident of public housing shall, if participating:

- 1) Contribute 8 hours per month of community service (does not include political activities); or
- 2) Participate in an economic self-sufficiency program for 8 hours per month; or
- 3) Perform 8 hours per month of combined community service and economic self-sufficiency.

#### **COMMUNITY SERVICE :**

Community Service is defined as the performance of volunteer work or duties that are a public benefit, and that serve to improve the quality of life, enhance resident self-sufficiency, or increase resident self-responsibility in the community. Community service is not employment and may not include political activities.

#### **QUALIFIED COMMUNITY SERVICE ORGANIZATION AND ACTIVITIES**

As a convenience to covered residents, the Housing Authority will develop, post on the Authority's bulletin boards and provide to covered residents a list of qualified organizations (and activities) that have agreed to work with resident in helping them

satisfy their community service requirement. Residents are not limited to the published list and are encouraged to identify other organizations and activities. To ensure compliance with this community service policy, residents should seek the Housing Authority's approval prior to volunteering for organizations or performing activities not included on the published list. It is the Housing Authority's policy to provide great latitude in approving community service organizations and activities.

#### **SIGNED CERTIFICATIONS**

The Housing Authority management staff will provide signed certifications of any community service activities administered by the Authority. In a similar manner, organizations other than the Authority, who administer qualifying activities must provide signed certifications. The Housing Authority will provide residents with certification forms, which the residents will present to the organization administering the qualifying activities for certification approval and signatures. The person(s) approved for signing the certifications will give one copy to the resident, keep one copy, The Authority will file the form in each of the participating resident's file.

The following list of qualified service organizations and activities is presented as a convenience to covered residents. Covered residents are not limited to the following list and are encouraged to identify other organizations and activities.

#### **Participating Organizations**

- Riviera Beach Housing Authority
- City of Palm Beach
- Palm Beach County
- Department of Health and Human Services
- Palm Beach County Health Department
- Palm Beach County Schools
- St. Mary's Hospital
- Columbia Hospital
- Good Samaritan Hospital

#### **Participating Activities**

- Volunteer services to any participating organization
- Self-sufficiency activities such as education, training and self-improvement classes
- Housing Authority or City Volunteer Trash Pick-up Day
- Participation in monthly resident programs as presented by the Housing Authority
- Participation in scheduled and announced resident meetings as certified by the Housing Authority.

### **13. PHA Safety and Crime Prevention Measures**

[24 CFR Part 903.7 9 (m)]

Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8 Only PHAs may skip to component 15. High Performing and small PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub-component D.

#### **A. Need for measures to ensure the safety of public housing residents**

1. Describe the need for measures to ensure the safety of public housing residents

(select all that apply)

- ☒ High incidence of violent and/or drug-related crime in some or all of the PHA's developments
- ☒ High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
- ☒ Observed lower-level crime, vandalism and/or graffiti
- ☒ High reported incidence of unsupervised juveniles at the RBHA public housing property

2. What information or data did the PHA used to determine the need for PHA actions to improve safety of residents (select all that apply).

- ☒ Safety and security survey of residents
- ☒ Analysis of crime statistics over time for crimes committed "in and around" public housing authority
- ☒ Analysis of cost trends over time for repair of vandalism and removal of graffiti
- ☒ Resident reports
- ☒ PHA employee reports
- ☒ Police reports
- ☒ Demonstrable, quantifiable success with previous or ongoing anti-crime/anti-drug programs

3. Which developments are most affected? (list below)

IVEY GREEN VILLAGE

**B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year**

1. List the crime prevention activities the PHA has undertaken or plans to undertake:

(select all that apply)

- ☒ Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
- ☒ Crime Prevention Through Environmental Design
- ☒ Activities targeted to at-risk youth, adults, or seniors
- ☒ Volunteer Resident Patrol/Block Watchers Program
- ☒ Community Policing with resident training
- ☒ Weekly community crime watch meetings

2. Which developments are most affected? IVEY GREEN VILLAGE

**C. Coordination between PHA and the police**

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- ☒ Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan



- ☒ Police provide crime data to housing authority staff for analysis and action
- ☒ Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- ☒ Police regularly testify in and otherwise support eviction cases
- ☒ Police regularly meet with the PHA management and residents
- ☒ Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- ☒ Specialized police task force targeting drug-related crime

2. Which developments are most affected? IVEY GREEN VILLAGE

**D. Additional information as required by PHDEP/PHDEP Plan**

Not applicable.

☒ Yes: The Housing Authority will be participating in PHDEP activities in FY 2004 even though HUD has not allocated a separate set-aside grant but is funding former PHDEP activities through an 8.1% increase to the Operating Budget.

## **14. RESERVED FOR PET POLICY**

[24 CFR Part 903.7 9 (n)]

### **PET POLICY**

#### **I. Purpose**

In accordance with 24 CFR Part 960 and 24 CFR Part 5, the Housing Authority of Riviera Beach, Florida will permit residents to own and keep common household pets in their apartment. This policy sets forth the conditions and guidelines under which pets will be permitted.

The purpose of the policy is to ensure that pet ownership will not be injurious to persons or property, or violate the rights of all residents to clean, quiet, and safe surroundings.

#### **Common Household Pets are Defined as Follows:**

Birds: Including canary, parakeet, finch and other species that are normally kept caged; birds of prey are not permitted.

Fish: Tanks or aquariums are not to exceed 20 gallons in capacity. Poisonous or dangerous fish are not permitted. Only one (1) tank or aquarium is permitted per apartment.

Dogs: Not to exceed twenty (20) pounds at time of maturity. All dogs must be neutered or spayed. Dogs of the following categories to include pitbulls and rotweilers are not allowed.

Cats: All cats must be neutered or spayed and declawed.

Exotic pets such as snakes, monkeys, rodents, etc. are not allowed.

#### **II. Registration**

Every pet must be registered with the Housing Authority of Riviera Beach, Florida management prior to moving the pet into the unit and updated annually thereafter. Registration requires the following:

- A. A certificate signed by a licensed veterinarian, or a state or local authority empowered to inoculate animals (or designated agent of such authority), stating that the animal has received all inoculations required by the state and local law, if applicable (dogs, cats).
- B. Proof of current license, if applicable (dogs, cats).
- C. Identification tag bearing the owner's name, address, and phone number (dogs, cats).
- D. Proof of neutering/spaying and/or declawing, if applicable (dogs, cats).
- E. Photograph (no smaller than 3x5) of pet or aquarium.
- F. The name, address, and phone number of a responsible party that will care for the pet if the owner becomes temporarily incapacitated.

- A. Fish - size of tank or aquarium must be registered.

### III. **Licenses and Tags**

Every dog and cat must wear the appropriate local animal license, a valid rabies tag and a tag bearing the owner's name, address and phone number. All licenses and tags must be current.

### IV. **Density of Pets**

Only one (1) dog or cat will be allowed per apartment. Only two (2) birds will be allowed per apartment. The Housing Authority of Riviera Beach, Florida only will give final approval on type and density of pets.

### V. **Visitors and Guests**

No visitor or guest will be allowed to bring pets on the premises at anytime. Residents will not be allowed to Pet Sit or House a Pet without fully complying with this policy.

Feeding or caring for stray animals is prohibited and will be considered keeping a pet without permission.

### VI. **Pet Restraints**

- A. All dogs must be on a leash when not in the owner's apartment. The leash must be no longer than three (3) feet.
- B. Cats must be in a caged container or on a leash when taken out of the owner's apartment.
- C. Birds must be in a cage when inside of the resident's apartment or entering or leaving the building.

### VII. **Liability**

Residents owning pets shall be liable for the entire amount of all damages to the Housing Authority of Riviera Beach, Florida premises caused by their pet and all cleaning, spraying for fleas and deodorizing required because of such pet. Pet owners shall be strictly liable for the entire amount of any injury to the person or property of other residents, staff or visitors of the Housing Authority of Riviera Beach, Florida caused by their pet, and shall indemnify the Housing Authority of Riviera Beach, Florida for all costs of litigation and attorney's fees resulting from such damage. Pet liability insurance can be obtained through most insurance agents and companies.

### VIII. **Sanitary Standards and Waste Disposal**

- A. Litter boxes must be provided for cats with use of odor-reducing chemicals.
- B. Fur-bearing pets must wear effective flea collars at all times or the owner must apply, on a regular basis, a topical flea and tick control product such as Frontline", "Advantage", or other similar product. Should extermination become necessary, cost of such extermination will be charged to pet owner.

- C. Pet owners are responsible for immediate removal of the feces of their pet and shall be charged in instances where damages occur to Authority property due to pet or removal of pet feces by staff.
  - (i) All pet waste must be placed in a plastic bag and tied securely to reduce odor and placed in designated garbage container and/or trash compactor.
  - (ii) Residents with litter boxes must clean them regularly. Noncompliance may result in removal of the pet. The Housing Authority reserves the right to impose a mandatory twice weekly litter box cleaning depending on need. Litter box garbage shall be placed in a plastic bag and deposited outside the building in the garbage container and/or trash compactor.
- D. All apartments with pets must be kept free of pet odors and maintained in a clean and sanitary manner. Pet owner's apartments may be subject to inspections once a month.

IX. **General Rules**

The resident agrees to comply with the following rules imposed by the Housing Authority of Riviera Beach, Florida:

- A. The pet owner agrees to arrange for routine check-ups for his pet with a veterinarian, provide preventive medication for heartworm disease and other diseases as prescribed by the veterinarian, and care for the pet if he or she is ill.
- B. No pet shall be tied up anywhere on Authority property and left unattended for any amount of time.
- C. Pet owners will be required to make arrangements for their pets in the event of vacation or hospitalization.
- D. Dog houses are not allowed on Authority property.

X. **Pet Rule Violation and Pet Removal**

- A. If it is determined on the basis of objective facts, supported by written statement, that a pet owner has violated a rule governing the pet policy, the Housing Authority shall serve a notice of pet rule violation on the pet owner. Serious or repeated violations may result in pet removal or termination of the pet owner's tenancy, or both.
- B. If a pet poses a nuisance such as excessive noise, barking, or whining which disrupts the peace of other residents, owner will remove the pet from premises upon request of management within 48 hours. Nuisance complaints regarding pets are subject to immediate inspections.
- C. If a pet owner becomes unable either through hospitalization or illness to care for the pet, and the person so designated to care for the pet in the pet owner's absence refuses or is unable physically to care for the pet, the Housing

Authority can choose to remove the pet. The Authority accepts no responsibility for pets so removed.

XI. **Rule Enforcement**

Violation of these pet rules will prompt a written notice of violation. The pet owner will have seven (7) days to correct the violation or request an informal hearing at which time the Authority's Grievance Procedure will be followed.

XII. **Grievance**

Management and resident agree to utilize the Grievance Procedure described in the Lease Agreement to resolve any dispute between resident and management regarding a pet.

XIII. **Pet Damage Deposit**

A "Pet Deposit" will be required for dogs and cats only, however, all pet owners must comply with registration rules for all other pets. The "Pet Deposit" must be paid in advance and is to be used to pay reasonable expenses directly attributable to the presence of the pet in the development including (but not limited to) the cost of repairs and replacements to, and fumigation of, the resident's dwelling unit. The amount of the "Pet Damage Deposit" will be \$100.00. This money may be paid in increments of no less than \$25.00 per month.

Pet deposits will be placed in an account of the type required under applicable State or local law for pet deposits, or rental security deposits if applicable. RBHA will comply with such applicable law as to retention of the deposit, interest, and return of the deposit or portion thereof to the resident, and any other applicable requirements.

XIV. **Exceptions**

This policy does not apply to animals that are used to assist persons with disabilities. This exclusion applies to animals that reside in the development, as well as animals used to assist persons with disabilities that visit the development. Pets used for the purpose of aiding residents with disabilities must have appropriate certification. The Authority shall maintain a list of agencies that provide and/or train animals to give assistance to individuals with disabilities.

\_\_\_\_\_  
**RESIDENT**

\_\_\_\_\_  
**DATE**

\_\_\_\_\_  
**RBHA STAFF**

\_\_\_\_\_

## **15. Civil Rights Certifications**

[24 CFR Part 903.7 9 (o)]

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.

## **16. Fiscal Audit**

[24 CFR Part 903.7 9 (p)]

1. ☒ Yes Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))? (If no, skip to component 17.)
2. ☒ Yes Was the most recent fiscal audit submitted to HUD?
3. ☒ Yes Were there any findings as the result of that audit?
4. ☒ Yes If there were any findings, do any remain unresolved?  
If yes, how many unresolved findings remain? All
5. ☒ **Yes** Have responses to any unresolved findings been submitted to HUD?  
If not, when are they due (state below)?

## **17. PHA Asset Management**

[24 CFR Part 903.7 9 (q)]

Exemptions from component 17: Section 8 Only PHAs are not required to complete this component. High performing and small PHAs are not required to complete this component.

1. ☒ Yes: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
2. What types of asset management activities will the PHA undertake? (select all that apply)  
  
☐ Private management  
☐ Development-based accounting  
☒ Comprehensive stock assessment  
☒ Other: (list below) **Demolition/disposition and new construction of 158 townhomes on the Ivey Green site.**
3. ☒ No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

## **18. Other Information**

[24 CFR Part 903.7 9 (r)]

## A. Resident Advisory Board (RAB) Recommendations and PHA Response

1. ☒ Yes ☐ No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?

The advisory board does not exist due to the fact that families have been relocated from the family units as a result of two hurricanes in September 2004. Comments have been solicited from the chairperson and vice-chairperson for the residents. Comments from the chairperson were received and are included with this plan.

2. **If yes, the comments are attached in the Annual Plan. Also, after the public hearing, the Interim Executive Director received a summary list of recommendations from the Resident Council Treasurer stating that the comments included in the document were to be added to the Annual Plan. The comments in the document were not presented at the public hearing or at any of the meetings held for resident participation. These comments are included in entirety as Attachment F.**

3. In what manner did the PHA address those comments? (select all that apply)

☐ The PHA changed portions of the PHA Plan in response to comments

A list of these changes is included

☐ Yes ☐ No: below or

☐ Yes ☐ No: at the end of the RAB Comments in

Attachment \_\_\_\_.

☒ Considered comments, but determined that no changes to the PHA Plan were necessary.

☐ Other: (list below) There were no comments to require additions to the Plan.

## B. Description of Election process for Residents on the PHA Board

1. ☒ No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
2. ☒ No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.) **The Resident was selected by the Mayor of Riviera Beach but has now become a Section 8 participant. When additional Board members are appointed the Mayor will appoint another PHA resident.**

### 3. Description of Resident Election Process

- a. Nomination of candidates for place on the ballot: (select all that apply)

☐ Candidates were nominated by resident and assisted family organizations

- ☐ Candidates could be nominated by any adult recipient of PHA assistance
- ☐ Self-nomination: Candidates registered with the PHA and requested a place on ballot
- ☒ Other: (describe)  
The Mayor of Riviera Beach, Florida, appointed the Resident to the RBHA Board of Commissioners

b. Eligible candidates: (select one)

- ☐ Any recipient of PHA assistance
- ☐ Any head of household receiving PHA assistance
- ☐ Any adult recipient of PHA assistance
- ☐ Any adult member of a resident or assisted family organization
- ☐ Other (list)

c. Eligible voters: (select all that apply)

- ☐ All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
- ☐ Representatives of all PHA resident and assisted family organizations
- ☐ Other (list)

### C. Statement of Consistency with the Consolidated Plan

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

1. Consolidated Plan jurisdiction: Riviera Beach, Florida

The RBHA Five-Year Plan and Annual Summary are consistent with the Five-Year Consolidated Plan for Palm Beach County. The primary goal for the Consolidated Plan is to develop viable urban communities by providing decent housing, a suitable living environment, and expanding economic opportunities for the low and moderate income persons. The primary objective is to extend and strengthen partnerships amongst government, public and private sector for the production and operation of affordable housing.

2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

- ☒ The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- ☒ The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- ☒ The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- ☒ Activities to be undertaken by the PHA in the coming year are consistent with specific initiatives contained in the Consolidated Plan. (list such initiatives below)



- (1) housing stock preservation in context of comprehensive neighborhood strategic plans for improving neighborhood-wide strategic plans for improving economic conditions and social service delivery.
- (2) providing Day Care and other social programs directed to the PHA residents under the age of 18
- (3) promote homeownership for first time homebuyers in a neighborhood context
- (4) leverage private sector resources to preserve and improve affordable housing for low and very low income families
- (5) form working partnerships with existing neighborhood community development corporations to revitalize the Riviera Beach communities

3. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

The Consolidated Plan for Palm Beach County supports the RBHA Five Year Plan and Annual Summary by emphasizing that the goal of Palm Beach County is to extend and strengthen partnerships thereby, enabling a commitment to providing housing opportunities for low income persons. The Consolidated Plan, furthermore, has specifically identified that distressed communities within the County will require improved coordination between resources to facilitate comprehensive strategies for the addressment of goals and objectives. These strategies will affirmatively further fair housing as the RBHA properties will become residences of “desire and choice” versus perceptualized housing of “last resort”.

The RBHA requested funds from Palm Beach County through the Housing and Community Development Block Grant application FY 2001-2003 to expand the comprehensive learning center. This renovation will be completed during FY2003 and will include additional classrooms and space for the Business/Economic Development Center and the After-School Childcare/Daycare facility.

#### **D. Other Information Required by HUD**

Use this section to provide any additional information requested by HUD.

***Criterion for identifying a “substantial deviation” from or “significant amendment or modification” to the PHA Plan***

The Riviera Beach Housing Authority (RBHA) in the submission of the FY 2004 Annual Plan has not deviated or significantly amended the goals and objectives established through the FY 2000-2004 Five Year Plan. More specifically, the RBHA did not have any significant changes to the FY 2004 Annual Plan based on the criteria established as referenced for a significant alteration or deviation. The RBHA will consider the following to be changes in its Agency Plan necessary and sufficient to

require a full review by the Resident Advisory Board and the Public Hearing process before a corresponding change in the Agency Plan can be adopted. A significant deviation or alteration would have included the following:

1. Any alteration of the Authority's Mission Statement;
2. Any change or amendment to a stated Strategic Goals;
3. Any change or amendment to a stated Strategic Objective except in a case where the changed results from the Objective having been met;
4. Any introduction of a new Strategic Goal;
5. Any alteration in the Capital Fund program Annual Plan that affects an expenditure greater than twenty percent (20%) of the CFP Annual budget for that year.
6. Any change with regard to housing designation status, homeownership programs or conversion activities.

### **Attachments**

Use this section to provide any additional attachments referenced in the Plans.

Attachment A (fl076a01)	Capital Fund Program 5-Year Action Plan
Attachment B (fl076b01)	FY 2004 Capital Fund Program Annual Statement
Attachment C (fl076c01)	FY 2004 Capital Fund Emergency Funding
Attachment D (fl076d01)	Annual Statement/Performance and Evaluation Reports FY 2000, FY 2001, FY 2002, FY 2003
Attachment E (fl076e01)	Deconcentration and Income Mixing Certification
Attachment F (fl076f01)	Resident Council Comments

# Capital Fund Program Five-Year Action Plan (Attachment A)

FL14P076501-05

## Part I: Summary

PHA Name <b>Riviera Beach Housing Authority</b>		<input checked="" type="checkbox"/> <b>Original 5-Year Plan + additional years</b> <input type="checkbox"/> <b>Revision No:</b> <b>(FY 2006 CFP dated 05/01/05)</b>			
Development Number/Name/HA- Wide	Year 1  PHA FY 2005	Work Statement for Year 2 FFY Grant: 2006 PHA FY: 2006	Work Statement for Year 3 FFY Grant: 2007 PHA FY: 2007	Work Statement for Year 4 FFY Grant: 2008 PHA FY: 2008	Work Statement for Year 5 FFY Grant: 2009 PHA FY: 2009
<b>FL076001</b>	<b>Annual Statement</b>				
<b>Administration</b>		<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>
<b>Operations</b>		<b>38,000</b>	<b>26,000</b>	<b>16,000</b>	<b>16,000</b>
<b>Fees and Costs</b>		<b>25,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>
<b>Redevelop Site as a Mixed-Finance, Mixed-Income Community</b>		<b>122,000</b>	<b>96,000</b>	<b>54,000</b>	<b>54,000</b>
<b>CFP Funds Listed for 5-year planning</b>		<b>\$190,000</b>	<b>\$132,000</b>	<b>\$80,000</b>	<b>\$80,000</b>
<b>RHF Funds</b>		<b>\$50,000</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$50,000</b>

Capital Fund Program Five-Year Action Plan

**Part II: Supporting Pages—Work Activities**

Activities for Year 1	Activities for Year 2: FFY Grant: 2006 PHA FY: 2006			Activities for Year 3: FFY Grant: 2007 PHA FY: 2007		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
<b>See Annual Statement</b>						
	<b>PHA-WIDE</b>	Administration	5,000	<b>PHA-WIDE</b>	Administration	5,000
	<b>PHA-WIDE</b>	Operations	38,000	<b>PHA-WIDE</b>	Operations	26,000
	<b>FL076001</b>	Fees & Costs	25,000	<b>FL076001</b>	Fees & Costs	5,000
	<b>FL076001</b>	Redevelopment	122,000	<b>FL076001</b>	Redevelopment	96,000
	Total CFP Estimated Cost		<b>\$190,000</b>			<b>\$132,000</b>

Capital Fund Program Five-Year Action Plan

**Part II: Supporting Pages—Work Activities**

Activities for Year 4: FFY Grant: 2008 PHA FY: 2008			Activities for Year 5: FFY Grant: 2009 PHA FY: 2009		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
PHA-WIDE	Administration	5,000	PHA-WIDE	Administration	5,000
PHA-WIDE	Operations	16,000	PHA-WIDE	Operations	16,000
FL076001	Fees & Costs	5,000	FL076001	Fees & Costs	5,000
FL076001	Redevelopment	54,000	FL076001	Redevelopment	54,000
Total CFP Estimated Cost		\$80,000			\$80,000

**CAPITAL FUND PROGRAM TABLES START HERE**

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary</b>					
<b>PHA Name: Riviera Beach Housing Authority</b>		<b>Grant Type and Number</b>			<b>Federal FY of Grant:</b>
		Capital Fund Program Grant No: FL14PO76501-05			<b>FY 2005</b>
		Replacement Housing Factor Grant No:			
<input checked="" type="checkbox"/> <b>Original Annual Statement</b> <input type="checkbox"/> <b>Reserve for Disasters/ Emergencies</b> <input type="checkbox"/> <b>Revised Annual Statement</b>					
<input type="checkbox"/> <b>Performance and Evaluation Report for Period Ending: - Final Performance and Evaluation Report</b>					
<b>Line No.</b>	<b>Summary by Development Account</b>	<b>Total Estimated Cost</b>		<b>Total Actual Cost</b>	
		<b>Original</b>	<b>Revised</b>	<b>Obligated</b>	<b>Expended</b>
1	Total non-CFP Funds				
2	1406 Operations	49,000			
3	1408 Management Improvements				
4	1410 Administration	10,000			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	50,000			
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities	136,000			
19	1501 Collateralization Expenses or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines.....)	<b>\$245,000</b>			

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary</b>					
<b>PHA Name: Riviera Beach Housing Authority</b>		<b>Grant Type and Number</b>			<b>Federal FY of Grant:</b>
		Capital Fund Program Grant No: FL14PO76501-05			<b>FY 2005</b>
		Replacement Housing Factor Grant No:			
<input checked="" type="checkbox"/> <b>Original Annual Statement</b> <input type="checkbox"/> <b>Reserve for Disasters/ Emergencies</b> <input type="checkbox"/> <b>Revised Annual Statement</b>					
<input type="checkbox"/> <b>Performance and Evaluation Report for Period Ending: - Final Performance and Evaluation Report</b>					
<b>Line No.</b>	<b>Summary by Development Account</b>	<b>Total Estimated Cost</b>		<b>Total Actual Cost</b>	
22	Amount of line XX Related to LBP Activities				
23	Amount of line XX Related to Section 504 compliance				
24	Amount of line XX Related to Security –Soft Costs				
25	Amount of Line XX related to Security—Hard Costs				
26	Amount of line XX Related to Energy Conservation Measures				

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages									
PHA Name: Riviera Beach Housing Authority			Grant Type and Number Capital Fund Program Grant No: FL14P076501-05 Replacement Housing Factor Grant No:				Federal FY of Grant: FY 2005		
Development No. Name/HA-Wide Activities	General Description of Major Work Categories		Acct No.	Q	Total Estimated Cost Original Revised		Total Actual Cost Funds Obligated Funds Expended		Status of Work
PHA-WIDE	Operations (20% max) General Operational Expenses		1406		49,000				
PHA-WIDE	Administration Salaries, etc.		1410		10,000				
FL076001	Fees and Costs A/E Design, Inspection Fees, Technical Assessors, etc.		1430		50,000				
FL076001	Development Activities Redevelopment of mixed-finance, mixed-income community		1499		136,000				
Grant Totals					\$245,000				



### Part III: Implementation Schedule

Federal FY of Grant: 2005

Replacement Housing Factor No:

### Reasons for Revised Target Dates

Actual

## Operations

09/30/07

09/30/09

**FL076001**

09/30/07

09/30/09

**CAPITAL FUND PROGRAM TABLES START HERE**

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary</b>					
<b>PHA Name: Riviera Beach Housing Authority</b>		<b>Grant Type and Number</b>			<b>Federal FY of Grant:</b>
		Capital Fund Program Grant No: FL14PO76501-04			<b>FY 2004</b>
		Replacement Housing Factor Grant No:			
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 2 dated 05/05)					
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: - Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	49,200	49,200	49,200	40,000
3	1408 Management Improvements				
4	1410 Administration	5,000	0		
5	1411 Audit	0	6,000	6,000	0
6	1415 Liquidated Damages				
7	1430 Fees and Costs	20,175	30,000	30,000	26,925
8	1440 Site Acquisition				
9	1450 Site Improvement	15,000	12,562	12,562	12,562
10	1460 Dwelling Structures	124,273	0		
11	1465.1 Dwelling Equipment—Nonexpendable	5,000	0		
12	1470 Nondwelling Structures	0	7,650		
13	1475 Nondwelling Equipment	27,350	67,350	27,343	27,343
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities	0	73,236	60,000	0
19	1501 Collateralization Expenses or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines.....)	\$245,998	\$245,998	\$185,105	\$106,830
22	Amount of line XX Related to LBP Activities				
23	Amount of line XX Related to Section 504 compliance				

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary</b>					
<b>PHA Name: Riviera Beach Housing Authority</b>		<b>Grant Type and Number</b>			<b>Federal FY of Grant:</b>
		Capital Fund Program Grant No: FL14PO76501-04			<b>FY 2004</b>
		Replacement Housing Factor Grant No:			
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 2 dated 05/05)					
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: - Final Performance and Evaluation Report					
<b>Line No.</b>	<b>Summary by Development Account</b>	<b>Total Estimated Cost</b>		<b>Total Actual Cost</b>	
24	Amount of line XX Related to Security –Soft Costs				
25	Amount of Line XX related to Security—Hard Costs				
26	Amount of line XX Related to Energy Conservation Measures				

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages									
PHA Name: Riviera Beach Housing Authority			Grant Type and Number Capital Fund Program Grant No: FL14P076501-04 Replacement Housing Factor Grant No:				Federal FY of Grant: FY 2004		
Development No. Name/HA-Wide Activities	General Description of Major Work Categories		Acct No.	Q	Total Estimated Cost		Total Actual Cost		Status of Work
					Original	Revised	Funds Obligated	Funds Expended	
PHA-WIDE	Operations (20% max) General Operational Expenses		1406		49,200	49,200	49,200	40,000	On-going
FL076001	Administration Salaries, etc.		1410		5,000	0			Cancel
FL076001	Audit Services PH @ 24% x \$25,000		1411		0	6,000	6,000	0	New Work Item
FL076001	Fees and Costs A/E Design, Inspection Fees, Technical Assessors, etc.		1430		20,175	30,000	30,000	26,925	On-going
FL076001	Site Improvements Landscape Improvements, Area Lights, Fence Repair, Gardening Area, etc.		1450		15,000	12,562	12,562	12,562	\$4,300 for 50% fence pd from Disaster Grant
FL076001	Dwelling Structures Redevelop site as mixed finance, mixed income community		1460		124,273	0			Use account 1499 for redevelop.
FL076001	Dwelling Equipment 5 Ranges & 5 Refrigerators, DHWHs, etc.		1465.1		5,000	0			Cancel
FL076001	Non-Dwelling Structures Electrical Improvements/Paint and retile lobbies @ Senior Bldg.		1470		0	7,650			New Work Item
FL076001	Non-Dwelling Equipment Lawn Mower, Maint. Equipment,		1475		27,350	27,350	27,343	27,343	Van/Lawn Equip -

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages									
PHA Name: Riviera Beach Housing Authority			Grant Type and Number Capital Fund Program Grant No: FL14P076501-04 Replacement Housing Factor Grant No:				Federal FY of Grant: FY 2004		
Development No.					Total Estimated Cost		Total Actual Cost		
	Maint. Vehicle, etc.								completed
FL076001	Non-Dwelling Equipment Washer/Dryers/Furniture for lobbies; tables/chairs, shelves for new Senior Activity Room, etc.		1475		0	15,000			New Work Item
FL076001	Non-Dwelling Equipment A/C Repairs @ Senior Bldg Lobbies		1475		0	25,000			New Work Item
FL076001	Development Activities Redevelop site: Legal title(\$50K); LISK(\$10K)		1499		0	73,236	60,000		On-going
	Grant Totals				\$245,998	\$245,998	\$185,105	\$106,830	

### Part III: Implementation Schedule

**Federal FY of Grant: 2004**

Replacement Housing Factor No:

### Reasons for Revised Target Dates

Actual

## Operations

09/14/06

09/13/08

FL076001

09/14/06

09/13/08

ATTACHMENT XXXXXX Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: Riviera Beach Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL14PO76501-03 Replacement Housing Factor Grant No:			Federal FY of Grant: FY 2003
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 2 dated 05/05)					
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	42,022	42,022	42,022	42,022
3	1408 Management Improvements				
4	1410 Administration	1,500	1,500	1,500	1,500
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	15,500	8,587	8,587	7,387
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	50,700	136,924	134,826	60,505
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures	0	2,250	2,250	0
13	1475 Nondwelling Equipment	15,000	0		
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities	85,500	18,939	16,939	16,939
19	1501 Collateralization Expenses or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines.....)	\$210,222	\$210,222	\$206,124	\$128,353
22	Amount of line XX Related to LBP Activities				
23	Amount of line XX Related to Section 504 compliance				
24	Amount of line XX Related to Security –Soft Costs				
25	Amount of Line XX related to Security—Hard Costs				
26	Amount of line XX Related to Energy Conservation Measures				

Annual Statement/Performance and Evaluation Report									
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)									
Part II: Supporting Pages									
PHA Name: Riviera Beach Housing Authority			Grant Type and Number				Federal FY of Grant: FY 2003		
			Capital Fund Program Grant No: FL14PO76501-03						
			Replacement Housing Factor Grant No:						
Development No. Name/HA-Wide Activities	General Description of Major Work Categories		Acct No.	#	Total Estimated Cost		Total Actual Cost Funds Funds		Status of Work
					Original	Revised	Obligated	Expended	
PHA-WIDE	Operations (20%)		1406		42,022	42,022	42,022	42,022	Completed
FL076001	Administration								
	Security Guard for Tent Bldg, Hotels/Meals, etc.		1410		1,500	1,500	1,500	1,500	Emergency Termites – completed
FL076001	Fees and Cost								New Work Emergency
	Bid Advertisement for Fire Alarm;		1430		0	1,107	1,107	1,107	
	A/E Section 504 Retrofit,								
	Soil, A/C, Generator, etc.;		1430		10,000	1,816	1,816	1,816	Completed
	Phys. Ass./Cost Est. by GLE		1430		5,500	4,464	4,464	4,464	Completed
	EnviroHome, Inc., Soil Ass.		1430		0	1,200	1,200	0	Completed
FL076001	Dwelling Structures								
	Replace Fire Alarm System @ Senior Bldg		1460		0	70,000	67,902	0	New Emerg Recurring Alarms
	Treat Termites in Family Bldg.		1460		2,700	2,700	2,700	2,700	Emergency – completed
	Retrofit Senior Bldg. Entrance – Section 504		1460		35,000	64,224	64,224	57,805	Increased bid costs – 99% completed
	Replace 3 A/C units @ lobbies @								Cancel –



Annual Statement/Performance and Evaluation Report									
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)									
Part II: Supporting Pages									
PHA Name: Riviera Beach Housing Authority			Grant Type and Number				Federal FY of Grant: FY 2003		
			Capital Fund Program Grant No: FL14PO76501-03						
			Replacement Housing Factor Grant No:						
Development No.					Total Estimated Cost		Total Actual Cost		
	Senior Bldg		1460		8,000	0			perform with full rehab
	Clean duct in 1 <sup>st</sup> /2 <sup>nd</sup> lobbies		1460		5,000	0			Cancel – perform with full rehab
FL076001	Non-Dwelling Structures Install Security Film on New Office Windows		1470		0	2,250	2,250	0	Secure New Office Bldg Wind's/Doors - Completed
	Non-Dwelling Equipment Reactivate Generator @ Senior Bldg, etc.		1475		15,000	0			Cancel – not required per fire code
FL076001	Development Activities Redevelopment of site: New Dev. Unit Configuration (\$14,100) Legal Site Title (\$2,839) Site Survey (\$2,000), etc.		1499		85,500	18,939	16,939	16,939	Unit Configuration completed 04/02/05
	Grant Totals								
					\$210,222	\$210,222	\$206,124	\$128,353	

**Annual Statement/Performance and Evaluation Report****Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)****Part III: Implementation Schedule**

PHA Name: Riviera Beach Housing Authority			<b>Grant Type and Number</b> Capital Fund Program No: FL14PO76501-03 Replacement Housing Factor No:				<b>Federal FY of Grant: FY2003</b>
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
1406, Operations	10/31/04		10/31/04	10/31/04		10/31/04	Completed
1410, Administration	10/31/04		10/31/04	10/31/04		10/31/04	Completed
1430, Fees & Costs	09/16/05			09/15/07			New Work Item (Fire Alarm)
1460, Dwelling Structures	09/16/05			09/15/07			New Work Item – Fire Alarm @ Senior Bldg.
1470, Non-dwelling Structures		09/16/05	03/31/05		09/16/05	03/31/05	Completed
1499, Development Activities	09/16/05			09/15/07			Re-development Plan

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: Riviera Beach Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL14DO76501-04 (Disaster Grant) Replacement Housing Factor Grant No:			Federal FY of Grant: FY 2004
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no. 1 dated 05/05)					
<input type="checkbox"/> Performance and Evaluation Report for Period Ending: - <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration	\$25,000	\$6,402	982.86	10,982.86
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs`				
8	1440 Site Acquisition				
9	1450 Site Improvement	\$5,300	\$5,300	5,300	1,000
10	1460 Dwelling Structures	\$5,000	\$39,000	\$39,000	\$2,744.12
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures	\$87,150	\$52,790	\$600	\$600
13	1475 Nondwelling Equipment	\$825	\$825	\$825	\$825
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization Expenses or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines.....)	\$123,275	\$104,317	\$46,707.86	\$16,151.98
22	Amount of line XX Related to LBP Activities				
23	Amount of line XX Related to Section 504 compliance				
24	Amount of line XX Related to Security –Soft Costs				
25	Amount of Line XX related to Security—Hard Costs				
26	Amount of line XX Related to Energy Conservation Measures				

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages									
PHA Name: Riviera Beach Housing Authority			Grant Type and Number Capital Fund Program Grant No: FL14DO76501-04 (Disaster Grant) Replacement Housing Factor Grant No:				Federal FY of Grant: FY 2004		
Development No. Name/HA-Wide Activities	General Description of Major Work Categories	Dev. No	Acct No.		Total Estimated Cost		Total Actual Cost		Status of Work
					Original	Revised	Funds Obligated	Funds Expended	
PHA-WIDE	Administration Staff Salaries; Security; MDHA labor		1410		25,000	6,402	982.86	10,982.86	Salary not eligible; Credit in Operations; \$10,000
FL076001	Site Improvements Cleanup; Roll-off; Fence		1450		5,300	5,300	5,300	1,000	Completed;
FL076001	Dwelling Structures Plywood; Roof @ 2009; Senior Roof @ 2003		1460		5,000	39,000	39,000	2,744.12	Senior Roof 95% Complete
FL076001	Non-Dwelling Structures Repair Y/L Roof; Repair Office Roof; Replace Awnings		1470		87,150	52,790	600	600	Work Pending
FL076001	Non-Dwelling Equipment Generator, chains saw, chord		1475		825	825	825	825	Completed
	Grant Totals		\$123,275		\$104,317	\$104,317	\$46,707.86	\$16,151.98	

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part III: Implementation Schedule</b>							
PHA Name: Riviera Beach Housing Authority			<b>Grant Type and Number</b> Capital Fund Program No: FL14DO76501-04 Replacement Housing Factor No:			<b>Federal FY of Grant:</b> 2004 DISASTER GRANT – Rev. No. 1 05/05	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
<b>PHA-WIDE</b>	09/30/05			09/30/06	04/30/06		Secondary Preliminary Application -
							Approved by HUD per May 2, 2005 letter
<b>FL076001</b>	09/30/05			09/30/06	04/30/06		

**Attachment E: Deconcentration and Income Mixing****6. Deconcentration and Income Mixing**

- a. ☐ Yes ☒ No Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If no, this section is complete. If yes, continue to the next question.
- b. ☐ Yes ☒ No Do any of these covered developments have average incomes above or below 85% to 115% of the average income of all such developments? If no, this section is complete. The RBHA has only one development (Ivey Green Village) therefore, is exempt from the Deconcentration and Income Mixing Rule.

If yes, list these developments as follows:

<b>Deconcentration Policy for Covered Developments</b>			
Development Name:	Number of Units	Explanation (if any) [see step 4 at §903.2(c)(1)(iv)]	Deconcentration policy (if no explanation) [see step 5 at §903.2(c)(1)(v)]
Ivey Green Village	50	The RBHA has only one Development.	

**ATTACHMENT F: f1076f01 RESIDENT COMMENTS**

Letter from the chairperson of the Riviera Beach Resident Council:

Ms. Marilyn Jordan  
2543 Maniki Drive  
West Palm Beach, Florida 33407

June 15, 2005

To Whom It May Concern:

I comments to the Riviera Beach Housing Authority Annual Plan are as follows:

First of all, I would like to say how great the plan looks! I feel there should be a ribbon cutting event because of the patch work that Ivey Green has had throughout the years.

When will demolition begin? One concern that I have regarding this process is the security of the remainder staff losing their jobs.

In the plan it states that you will have rentals, would that be a job for current staff members or will you hire an outside company to come in and manage these units?

As for the property, will HUD remain the owners of the property? Will future owners have the right to rent their homes to section 8 tenants?

How would you or the new management address the issues of rodents and security? Will there be a guard gate?

Once again, I think this is a wonderful opportunity and look forward to the face lift of Ivey Green Village Apartments.

Sincerely,

*Signed copy on file at the RBHA*

Marilyn Jordan



#### **Section 4: Certifications**

A comprehensive certification of compliance with respect to the PHDEP Plan submission is included in the “PHA Certifications of Compliance with the PHA Plan and Related Regulation